

Louisiana Behavior Analyst Board
8706 Jefferson Highway, Suite B, Baton Rouge, LA 70809

BOARD MEETING MINUTES: *November 13, 2014*
Approved: December 2, 2014

The meeting of the Louisiana Behavior Analyst Board (Board) was called to order by Chair Emily Bellaci at 10:05 a.m., Thursday, November 13, 2014, at Norland/Laboarde Ballroom, The Cook Hotel & Conference Center at LSU, 3848 W. Lakeshore Drive, Baton Rouge, LA 70808. Present were Board Members, Emily Bellaci, Cassie Bradford, Ellen Brocato, and Marc Zimmermann, Ph.D. (LSBEP Board member, ex-officio nonvoting member); and, Executive Director, Kelly Parker. The following board members were absent: Jennifer Longwell, Ph.D. and Kathy Chovanec. The following members of the public were present for the public portion of the meeting: Melissa Coco Raymond, Sydna Oakley, Carolyn Barahona, Rachel Huckfeldt, and Mary Johnson.

The Board reviewed the November 13, 2014 agenda. Dr. Zimmermann moved to accept the November 13, 2014 agenda. The motion passed unanimously.

The Board reviewed the draft minutes of October 7, 2014. Ms. Brocato moved to accept the minutes as final. The Board discussed the motion. The motion passed unanimously.

Pursuant to LSA R.S.42: 6.1(4), Ms. Bellaci moved to enter Executive Session to review legal matters and discuss applicant files. The motion passed by unanimous roll call vote of the members present as follows: Bellaci-yay, Bradford-yay, and Brocato-yay.

Ms. Bellaci closed Executive Session and reported the following:

Credentials Review Committee:

Ms. Bradford reviewed the complete behavior analyst application file of Danielle LeBleu. Ms. Bradford noted that the file met licensure requirements. Ms. Bradford moved to issue a behavior analyst license to Danielle LeBleu. The motion passed unanimously.

Dr. Zimmermann reviewed the complete behavior analyst application file of Kimberly Ray. Dr. Zimmermann noted that the file met licensure requirements. Dr. Zimmermann moved to issue a behavior analyst license to Kimberly Ray. The motion passed unanimously.

Ms. Brocato reviewed the complete behavior analyst application file of Elizabeth Meshes. Ms. Brocato noted that the file met licensure requirements. Ms. Brocato moved to issue a behavior analyst license to Elizabeth Meshes. The motion passed unanimously.

Ms. Bellaci reviewed the complete behavior analyst application file of Michael Schafer. Ms. Bellaci noted that the file met licensure requirements. Ms. Bellaci moved to issue a behavior analyst license to Michael Schafer. The motion passed unanimously.

Ms. Bradford reviewed the complete behavior analyst application file of Melissa Authement. Ms. Bradford noted that the file met licensure requirements. Ms. Bradford moved to issue a behavior analyst license to Melissa Authement. The motion passed unanimously.

Dr. Zimmermann reviewed the complete behavior analyst application file of William Mauldin. Dr. Zimmermann noted that the file met licensure requirements. Dr. Zimmermann moved to issue a behavior analyst license to William Mauldin. The motion passed unanimously.

Ms. Bellaci reviewed the complete behavior analyst application file of Priscilla Gagne. Ms. Bellaci noted that the file met licensure requirements. Ms. Bellaci moved to issue a behavior analyst license to Priscilla Gagne. The motion passed unanimously.

Ms. Brocato reviewed the complete behavior analyst application file of Lettie Alexander. Ms. Brocato noted that the file met licensure requirements. Ms. Brocato moved to issue a behavior analyst license to Lettie Alexander. The motion passed unanimously.

Ms. Brocato reviewed the registration file and additional documentation regarding Jennifer Ramirez, R-257. After careful review and discussion, Ms. Brocato moved to revoke the registration of Jennifer Ramirez since the requested information was not provided. The Board discussed the motion. The motion passed unanimously as follows: Bellaci-yay, Bradford-yay and Brocato-yay.

The Board reviewed the file and additional documentation regarding registered line technician Sara Wilson, R-470. Ms. Bradford moved to request additional information, including explanation regarding the answers to Part IV of the application within 10 days from the date of notice, and if there is no response then she should immediately be revoked. The Board discussed the motion carefully. The motion passed unanimously by roll call vote as follows: Bellaci-yay, Bradford-yay, and Brocato-yay.

The Board reviewed the file and additional documentation regarding registered line technician Diane Orth, R-424. Dr. Zimmermann moved to request additional information, including explanation regarding the answers to Part IV of the application within 10 days from the date of notice, and if there is no response then she should immediately be revoked. The Board discussed the motion carefully. The motion passed unanimously by roll call vote as follows: Bellaci-yay, Bradford-yay, and Brocato-yay.

The Board reviewed the file and additional documentation regarding line technician Lauren Manning. Ms. Bellaci reviewed the supplemental information provided at the request of the Board. After careful discussion and consideration, Ms. Bellaci moved to revoke Ms. Manning's registration but offer her a meeting with the Board on December 2nd. The Board discussed the motion carefully. The motion passed unanimously by roll call vote as follows: Bellaci-yay, Bradford-yay, and Brocato-yay.

The Board reviewed the file of behavior analyst applicant David Bicard. Ms. Bellaci moved to contact Mr. Bicard regarding his intentions with Louisiana licensure and if no response was received than the file should be closed effective December 1, 2014. The Board discussed the motion. The motion passed unanimously.

The Board reviewed the file and additional information regarding Part IV of the application for line technician Lark Walker. Ms. Brocato moved to except the information provided. The motion passed unanimously.

Finance Committee: Ms. Brocato reported to the Board regarding the October 2014 finances. Ms. Brocato also presented the Board with the LSBEP invoice for October. The Board discussed the finances and LSBEP invoice. Ms. Brocato moved to approve the payment for the LSBEP October invoice. The motion passed by majority vote as follows: Bellaci-yay, Bradford-yay, and Brocato-yay..

Jurisprudence Examination Committee: The Board discussed updates the Jurisprudence exam. Ms. Bradford agreed to modify the exam accordingly.

Complaints Committee: The Board reviewed matter 2014-006C. After a thorough discussion, Ms. Bellaci moved to close the matter. The motion passed unanimously.

Policies and Procedures Committee: The Board discussed registration of line technicians who answer in the affirmative to Part IV of the application. The Board opined that any applicant who applies for registration as a line technician and selects the affirmative answer on Part IV of the application, will not be registered until the Board has the opportunity to review the matter in the best interest of public protection. The Board expects all applicants to exhibit truthfulness and good moral character when completing the application process. The Board reserves the right to deny or revoke any applicant who misrepresents information on the application.

The Board also reviewed a question regarding registration and renewals from a behavior analyst. The Board opined that line techs should be registered to the behavior analyst who has legal functioning authority (decision making capability) over the file.

Ms. Brocato moved that the Board add Long Range Planning as a committee to discuss things such as website updates, electronic databases, purchases, etc. The motion was discussed and passed unanimously.

Dr. Zimmermann moved to adjourn the meeting at 11:53 a.m. The motion passed.